1. Welcome – Dave Gardner, Chair

2. Approval of Minutes from October 24, 2019 Meeting
   Robert Kilmer made a motion to approve the minutes as written. Jim Stocks seconded the motion. The minutes were approved unanimously.

3. Perkins V/Data Meetings/OneDrive – Wendi Morton
   Wendi reviewed the OneDrive folder for Perkins V resources. She also discussed the Comprehensive Local Needs Assessment and the required deliverables for the CLNA with your Perkins applications. You must show evidence that you have conducted the CLNA. More information will be shared at the Data Quality meeting. The state plan was also reviewed. Public comment is still open. Please review the document and state performance indicators and targets. Funding calculations, data requirements, and size/scope/quality definitions are also important to review. The plan will be submitted for final board approval on January 26, 2020. The Region Liaison assignment document has been updated to include additional specialists to help regions with questions about the CLNA. Remember to attend the required Secondary Data Quality meeting on 1/30/20. Special Project Grants – USBE is finalizing the amount of money that is available. Some approvals have already gone out. Additional LEAs will be notified soon if money is available.

4. Hospitality & Tourism Contracts – Wendi Morton
   Contracts have now been signed with two vendors making curriculum resources accessible at no charge to the LEAs from these vendors. Breckon is getting information from teachers who want to use the materials and she will be collecting feedback as the teachers use the resources. These are hotel tax dollars that will be used for this purpose.
5. **Update on Licensing and Endorsements – Jonathan Frey**

Jonathan reviewed a presentation created by Travis Rawlings about updated licensing rules. R277-301 and R277-303 are the important board rules for LEAs to understand and follow. Current ARLs/APTs and SAEPs can finish out their plans or LEAs can switch them over to new rules, if the LEA has an authorized program. Make sure you connect with your LEA HR departments to work through these new rules.

6. **Course Master List (MOASS) – Jonathan Frey**

The course list has been updated for SY20-21. Courses are mapped to pathways for both SY19-20 and SY20-21. Specific changes are listed on sheets 2 and 3. The list can be found in the OneDrive Directors resources.

**Action Item:** Jonathan will update the website version to the new version with ADA modifications

7. **GFL Contract Update – Brandon Jacobson**

The GFL assessment contract has been renewed for 5 years with the option of renewing for another 5 years. About 50,000 students took the GFL course last year and about 30,000 students took the assessment. The assessment is required, even if the course is a CE course.

8. **Work-based Learning Update – Brandon Jacobson**

Brandon reviewed information about Work-based Learning. WBL is a K-12+ program with a full range of experiences available for students. Internships and Apprenticeships can be thought of as the capstone experiences for WBL. CTE Internships will be funded starting FY21. The Workplace Skills course will be deactivated and defunded starting next school year. Unpaid internships fall under schools’/states’ risk management. Paid internships fall under employer’s worker’s compensation. The goal is to promote high quality internships focused on careers that are high-skill, and in an in-demand or emerging occupation. Student portfolios will be required – components of the portfolio will be outlined, and all portfolios need to be submitted to USBE. Portfolios will be reviewed against a rubric, looking for quality WBL. GPA will not be a requirement – all students should be eligible. Spring WBL training is being developed – more information will be coming out.

**Action Items:** Brandon will continue to work on these issues: Teacher of record and endorsement requirements, if any, for internship course. Portfolio requirements and funding levels based on quality of portfolios. Training for counselors. Spring WBL training.

**Related 2020 legislative review:** HB 68 – requesting $2 million for WBL/Apprenticeships grants for GOED. A bill may also be filed this session regarding background checks for industry partners taking internship students.

9. **CTSO Special Projects Grants – Thalea Longhurst**

Thalea reviewed the CTSO Special Projects Grant application that was just released. Grants are due (email to Andrea) no later than 2/14/20. Review the email and materials for specific information. These funds come from the 1% funds provided through the state allocation for CTSOs.
10. CTE Month – Thalea Longhurst
Thalea reviewed the CTE month theme for February 2020. “Turn Your Dream into a Career”. Resources are available on the USBE CTE Publications webpage.

11. Educators Rising Conference (3/4) and CTE Scholarships (due 1/31) – Thalea Longhurst
The first annual Educators Rising Conference will be held at the Ogden Eccles Conference Center on March 4th. Judges are needed – please sign up. Please encourage your Teaching as a Profession pathway teachers/students to attend. CTE Scholarship applications are due on January 31, 2020.

12. Computer Science Planning Grants – Joel Marquez
Funds will be going out soon (lump sum through LEA 1/12 monies) for planning grants. Applications will be available soon for implementation grants. LEGO will be providing some free K-12 regional trainings – see email for more information. LEGO Masters training June 8-12, 2020.

13. Redefining What Consortium Is and Does /Bylaw Revision – Alan Ashton
Discussion about purpose of region meetings, CTE Consortium meetings, and State CTE Directors meetings.
Action Item: Andrea will post a form that the directors can enter topics/questions and contact information to help build future agendas and training.

14. CTE Data Uses and Password Protected PDFs – Alan Ashton
Request from LEAs for copy and combine functions for pdf documents.
Action Item: USBE will look into Adobe security options and see if we can loosen without giving up editing rights.

15. School Counseling Updates – Kim Herrera
RFF information coming out soon via email. Due to Jerri Sagers by May 1st. Kim highlighted LEAs who had excellent reviews this year – Duchesne, Juab.

16. Regional Reports
Regions reported out and asked questions.

Next Meeting – March 25, 2020 at Nebo School District, 250 S. Main Street, Spanish Fork